



Seattle & King County

HEALTHY PEOPLE. HEALTHY COMMUNITIES.

OSM CERTIFICATION CHECKLIST FOR APPLICANT

Application for Certificate of Competency On-Site System Maintainer

√	ITEM
	Evidence of 2 years relevant on-site sewage system experience i.e. license for 2 years as a designer, installer or pumper OR written proof of employment on company letterhead explaining experience and competency.
	Proof of successful completion within the previous 12 months of at least one Public Health Officer-recognized course of instruction in the operation, monitoring and maintenance of on-site sewage systems
	\$250.00 Initial Application and Maintainer Competency Exam fee

Maintainer Competency Exam

✓	ITEM
	Exam is waived because I am a designer who will be performing monitoring of only those systems designed by me.
	Received letter with possible exam dates. <i>DATE OF EXAM:</i>
	Received letter with passing exam results and: _____ Sent copy of proof of performance bond (i.e. specialty or general contractor's license). <u>Contact information:</u> Department of Labor and Industries Contractor Registration Section P.O. Box 44450 Olympia, WA 98504-4450 Phone (360) 902-5226 Fax (360) 902-5228 _____ Sent letter on official letterhead from present employer stating employment (if not already sent with application)
	Received letter with failing exam results and scheduled re-take of exam for: _____ (a new application form and \$250.00 application and exam fee is required)

OSM Certificate of Competency Fee

√	ITEM
	Sent \$250.00 OSM Certificate of Competency fee

OSM Proof of Certification

√	ITEM
	Received proof of OSM certification